

**CITY OF GROVE CITY**

4035 Broadway  
Grove City, Ohio 43123  
(614) 277-3000  
Fax (614) 277-3011  
[www.ci.grove-city.oh.us](http://www.ci.grove-city.oh.us)

**DEVELOPMENT PLAN  
APPLICATION  
FEE \$300.00**

Date Submitted \_\_\_\_\_

**PROJECT INFORMATION**

PROJECT NAME		
PROPERTY LOCATION/ADDRESS		
PARCEL TAX ID #		
EXISTING ZONING	PROPOSED ZONING	
PROPERTY OWNER('S)		
MAILING ADDRESS		
DAYTIME TELEPHONE ( )	FAX NUMBER ( )	E-MAIL

**APPLICANT/AGENT**

NAME OF APPLICANT		
MAILING ADDRESS		
DAYTIME TELEPHONE ( )	FAX NUMBER ( )	E-MAIL
DESIGNATED CONTACT PERSON	DAYTIME TELEPHONE ( )	

I, \_\_\_\_\_, the applicant or the applicant's duly authorized agent, have read and understand the contents of this submittal. The information contained, including attached exhibits, is complete and true/correct, to the best of my knowledge. A completed checklist and required checklist items accompanies this application.

Site visits to the property may be necessary by City representatives. The Owner/Applicant hereby authorizes representatives to visit and/or photograph the property described in this application.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

DATE RECEIVED	PAYMENT RECEIVED/AMOUNT	RECEIVED BY	CHECK #
DATE SCHEDULED FOR PC	APPROVED PLAN ATTACHED YES ____ NO ____	TEXT INCLUDED YES ____ NO ____	
PROJECT ID #	PLANNING COMMISSION ACTION APPROVED _____ DISAPPROVED _____		

# THE CITY OF GROVE CITY

## **DEVELOPMENT PLAN** **APPLICATION CHECKLIST**

**Please submit eighteen (18) copies of the following information in addition to the \$300.00 Development Plan fee no later than 4:00 PM two (2) weeks prior to the Planning Commission meeting you wish this application to be considered. Please be advised that plans must be folded and no application shall be considered complete without the proper fee.**

**Place all the following information on a scaled drawing on a 24" x 36" sheet.**

- \_\_\_ 1. A title block in the lower right hand corner containing:
  - "Development Plan"
  - Project Title and City Project No.
  - Name and address of Owner
  - Date
- \_\_\_ 2. Location Map.
- \_\_\_ 3. North Arrow. (up or to the left)
- \_\_\_ 4. The property dimensions and boundary lines of the site, including total acreage and /or total square footage of site and the approximate distance to the nearest cross street.
- \_\_\_ 5. All existing or proposed building locations on or adjacent to the property including existing structures per the BOCA and Ohio Fire Code as well as access points on and adjacent to the property. (Chap. 1511)
- \_\_\_ 6. All setbacks and building lines. (Chap. 1135.10)
- \_\_\_ 7. All existing public streets or private drives with street names, right-of-way and pavement width, median openings and all turn lanes. (Chap. 901)
- \_\_\_ 8. All railroad and utility right-of-ways and / or easements, parks or other public/open spaces and corporation lines within or adjacent to the tract.
- \_\_\_ 9. Proposed areas of dedication, if necessary, including streets, alleys, easements, or reserves by deed covenant with the condition proposed to the tract. (Chap. 1141.01a)
- \_\_\_ 10. Points of ingress / egress to the property including design and spacing of driveways in accordance with Chapter 1105 of the Codified Ordinances.
- \_\_\_ 11. Existing ground configuration, drainage channels, wooded areas, watercourses, and other significant physical features. (Chap. 1136)
- \_\_\_ 12. Parking area including number and layout of spaces, aisle width, garbage pick-up location (including privacy fencing around dumpster, area, with gates), per Ohio Fire Code and handicapped parking spaces. (Chap. 1136, 1511)
- \_\_\_ 13. Screening walls and location, type of screening wall, either living, masonry, or privacy fencing. (Chap. 1136.08)
- \_\_\_ 14. Indicate all areas to be landscaped, type of landscaping, and total square footage of landscaped areas in accordance with Chapter 1136 of the Codified Ordinances.
- \_\_\_ 15. Show all mechanical equipment to be located on exterior of buildings. (HVAC, Exhaust Vents, Hoods, etc.) (Chap. 1341)

- \_\_\_ 16. Existing sewers, water mains, culverts and other underground facilities within the tract, adjacent to the tract, or that will be used in developing the tract, indicating pipe sizes, grades, and locations including fire hydrants existing and proposed. (Chap. 953, 939, 1101)
- \_\_\_ 17. All proposed water and sewer lines with sizes indicated and location of valves, fire hydrants, manholes, and other appurtenances or structures shown. (Chap. 953, 939, 1101)
- \_\_\_ 18. All proposed or existing water and sewer connections, meter locations, size of meters, with meter and /or detector check valve vaults indicated. (Chap. 1101, 1103, 1133, 1307)
- \_\_\_ 19. Finished floor elevation of proposed or existing structures on the site referenced to sea level datum. (Chap. 1101, 1103, 1133, 1307)
- \_\_\_ 20. Existing and proposed contours of the tract in intervals of one foot or less, referenced to sea level datum. (Chap. 1101.05g)
- \_\_\_ 21. Proposed or existing on and offsite inlets, culverts or other drainage structures. (Chap. 1322, 1323)
- \_\_\_ 22. Proposed signage for the entire site to include permitted square footage of all signs and permitted height and location of pole signs. (However, separate application for signage must be approved and sign permit issued.) (Chap. 1101.08)
- \_\_\_ 23. Proposed area lighting showing detail of each fixture and height. (on building and around parking area) (Chap. 1139.03)
- \_\_\_ 24. Zoning of the property as it now stands and the proposed zoning. (Chap. 1101)
- \_\_\_ 25. Proposed use of the site or buildings. (Chap. 1101.08)
- \_\_\_ 26. Storm water retention in accordance with section 1101.05 (g).
- \_\_\_ 27. Size of the building in square feet See Table 1135.10-I, 1135.12-II and 1135.14- III.
- \_\_\_ 28. Height of all structures including site lighting poles. (Chap. 1101)
- \_\_\_ 29. Number of living units, by number of bedrooms, if applicable. (Chap. 1135.10(g)(7))
- \_\_\_ 30. A certificate by a registered land surveyor or engineer that the premises covered by the plan have been surveyed, that the plan is correct, and that the monuments shown on the plat will be set in accordance with Section 1101.051.
- \_\_\_ 31. Color rendering for all elevations or facades of building with proposed materials and colors. Rendering must be 11 x 17 foldable sheet(s).
- \_\_\_ 32. Compliance to National Flood Insurance Program Community Panels No. 390173-0001 through 4. Show 100-year flood plain. (Chap. 1329)
- \_\_\_ 33. Site plan to be signed by an engineer or surveyor registered in the State of Ohio. (Chap. 1101.05)
- \_\_\_ 34. Signature block as follows:
- |                          |       |
|--------------------------|-------|
| City Administrator       | _____ |
| Service Director         | _____ |
| Review for the City of   |       |
| Grove City               | _____ |
| Jackson                  |       |
| Township Fire Department | _____ |
- \_\_\_ 35. Compliance with Historical Preservation Area requirements, if applicable, Chapter 1138 of the Codified Ordinances.
- \_\_\_ 36. A narrative description of the project of at least one paragraph in length.

**NOTE: Revision of ANY PORTION of a site plan requires submission of the ENTIRE site plan.**